



## MANITOWOC COUNTY BOARD OF HEALTH

DATE: January 10, 2019  
TIME: 5:00 p.m.  
PLACE: Public Health Building  
Room 207  
1028 S. 9<sup>th</sup> Street  
Manitowoc, Wisconsin

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Health Officer Report
  - a. Review, Discussion and possible Approval of Community Health Improvement Plan
  - b. Review, Discussion and possible Approval of Resolution to adopt 2018 Health Department budget
  - c. Communicable Disease Report
  - d. Opioid Report
3. Environmental Manager Report
4. WIC Director Report
  - a. Caseload November and December 2018
5. Next Meeting Date and Adjournment
  - a. February 14, 2019

Date: January 2, 2019

[By: Mary Halada, Health Officer]

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

A majority of the members of the County Board of Supervisors, or of any of its committees, may be present at the meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

## **Board of Health Minutes January 10, 2019**

Attendance: Rita Metzger, Shirley Fessler, Nicholas Muench, Randy Vogel, Dr. Todd Nelson Shannon Wanek, Dr. Brian Konowalchuk, Dave Nickels, and Marla Berhnhardt. Also attending: Mary Halada and Kristin Pethan, Silver Lake Nursing Student.

### **Regular Business:**

The meeting was called to order by Supervisor Metzger at 5:00 p.m. The minutes of the December 13, 2018 Board of Health meeting were reviewed. A motion was made by Randy Vogel and seconded by Shirley Fessler to approve the minutes. Motion carried. There was no public comment.

### **Health Officer Report**

- Review, Discussion and possible Approval of Community Health Improvement Plan: Mary presented the information on the Community Health Assessment and the Community Health Improvement Plan (CHIP). The plan has 6 Coalitions that will be working on 10 indicators for health improvement. The strategies that will be used are also listed in the plan. Tobacco, marijuana, and opioid use and abuse issues along with mental health were discussed as one of the top health issues. There is a coalition that will be addressing these issues to try to implement changes in the system to improve health outcomes. Motion made by Nicholas Muench and seconded by Dave Nickels to approve the CHIP. Motion carried.
- Review, Discussion and possible Approval of Resolution to adopt 2018 Health Department Budget: This is an annual resolution to adjust the budget based on grant contract funding changes that are unknown at the time of budget adoption. Motion made by Randy Vogel and seconded by Shirley Fessler to approve the 2018 Health Department Budget Adjustment Resolution. Motion carried.
- Communicable Disease Report: Mary presented the 2018 4<sup>th</sup> quarter communicable disease report. The most common reported diseases are Chlamydia, Gonorrhea and Hepatitis C.
- Opioid Report: Mary presented an opioid report from the Department of Health Services which included counts and rates of opioid overdoses for Manitowoc County, the Northeast Region and the State of WI. A letter of support was submitted for possible future grant funding to decrease opioid overdoses.

### **Environmental Manager Report**

None.

### **WIC Director Report**

The final caseload for November of 2018 was 1,060 participants; the initial caseload for December is 997 participants. The contracted caseload is 1,106. No show rates for November and December 2018 were 10% and 12.5% respectively.

### **Next Meeting Date and Adjournment**

The next meeting date for the Board of Health is scheduled for February 14, 2019 at 5:00 pm. A motion to adjourn was made by Randy Vogel and seconded by Shannon Wanek. Motion carried. Meeting adjourned at 5:55 PM.

Respectfully Submitted,  
Shirley Fessler  
Secretary (Minutes compiled by Mary Halada)



## MANITOWOC COUNTY BOARD OF HEALTH

DATE: March 14, 2019  
TIME: 5:00 p.m.  
PLACE: Public Health Building  
Room 207  
1028 S. 9<sup>th</sup> Street  
Manitowoc, Wisconsin

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Health Officer Report
  - a. 2018 Annual Report
  - b. Healthiest Manitowoc County Update
  - c. Influenza Report
3. Environmental Manager Report
4. WIC Director Report
  - a. Caseload for December 2018, January and February 2019
5. Next Meeting Date
  - a. April 11, 2019
6. Adjournment

Date: March 5, 2019

[By: Mary Halada, Health Officer]

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**Board of Health Minutes**  
**March 14, 2019**

Attendance: Rita Metzger, Shirley Fessler, Nicholas Muench, Randy Vogel, Shannon Wanek, Dr. Brian Konowalchuk, and Dave Nickels Excused: Dr. Todd Nelson and Marla Berhnhardt. Also attending: Mary Halada and Alyson Korinek, UWGB Nursing Student.

**Regular Business:**

The meeting was called to order by Supervisor Metzger at 5:00 p.m. The minutes of the January 10, 2019 Board of Health meeting were reviewed. A motion was made by Randy Vogel and seconded by Shirley Fessler to approve the minutes. Motion carried. There was no public comment.

**Health Officer Report**

- 2018 Annual Report: Mary presented information on the Annual Report. There were more Immunization Waivers signed in 2018 than in any previous years and the trend continues upward. The 2 year old immunization rate is 80% and the goal is 90%. Our teen immunizations have rates have been declining since we are not able to implement school mass vaccination clinics. The STD rates and enteric illness numbers are also trending upward. Prenatal Care Coordination birth outcome goal of 90% was met for full term deliveries. Healthiest Manitowoc County used 2018 to plan on how implement the strategies. The PHNs will co-lead the 3 existing coalitions that will continue and the 4 new coalitions.
- Healthiest Manitowoc County Update: The HMC Website ([healthiestmc.org](http://healthiestmc.org)) has been updated and there is a Facebook page that everyone is encouraged to view. Mary also reported that HMC received the 2018 the Chamber of Commerce Cooperation Award.
- Influenza Report: The predominant strain has changed from H1N1 to H3N2 and we have seen an increase in hospitalization for influenza this week. We are encouraging the influenza vaccine if anyone has not received it this season.

**Environmental Manager Report**

None.

**WIC Director Report**

The final caseload for December of 2018 was 1,020 participants; final caseload for January of 2019 had 1,023 participants and 586 families. The initial caseload for February is 994 participants and 564 families. The contracted caseload is 1,106.

**Next Meeting Date and Adjournment**

The next meeting date for the Board of Health is scheduled for April 11, 2019 at 5:00 pm. A motion to adjourn was made by Randy Vogel and seconded by Dr. Brian Konowalchuk. Motion carried. Meeting adjourned at 5:30 PM.

Respectfully Submitted,

Shirley Fessler

Secretary (Minutes compiled by Mary Halada)



**MANITOWOC COUNTY**  
**BOARD OF HEALTH**  
**AMENDED**

DATE: April 11, 2019  
TIME: 5:00 p.m.  
PLACE: Public Health Building  
Room 207  
1028 S. 9<sup>th</sup> Street  
Manitowoc, Wisconsin

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Cath Tease, ReThink: The Changing Face of Tobacco
3. Health Officer Report
  - a. Communicable Disease Report - January to March 2019
  - b. County Health Rankings 2019
  - c. *Discussion and Approval to Accept the State Health Assessment Community Dialogue Grant*
4. WIC Director Report
  - a. Caseload for February and March 2019
5. Next Meeting Date
  - a. June 13, 2019
6. Adjournment

Date: April 1, 2019  
*Amended: April 5, 2019*

[By: Mary Halada, Health Officer]

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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## **Board of Health Minutes April 11, 2019**

Attendance: Rita Metzger, Shirley Fessler, Nicholas Muench, Randy Vogel and Dave Nickels  
Excused: Dr. Todd Nelson, Kayla Drumm, Shannon Wanek and Dr. Brian Konowalchuk. Also attending: Mary Halada, and Alyson Korinek & Erin Lenzner, Nursing Students.

### **Regular Business:**

The meeting was called to order by Supervisor Metzger at 5:15 p.m. The minutes of the March 14, 2019 Board of Health meeting were reviewed. A motion was made by Randy Vogel and seconded by Shirley Fessler to approve the minutes. Motion carried. There was no public comment.

### **Cath Tease, ReThink: The Changing Face of Tobacco**

- Electronic smoking devices are being utilized by students and have been an issue in schools. One out of 5 high school students have tried e-cigarettes. The electronic devices are similar to jump drives, highlighters and other common school supplies so students can use them in class and it is discrete. Most students (85-90%) start because of the 17,000 + flavors to pick from. They are not aware that electronic smoking can be addictive because of the nicotine content. There are many other chemicals in the “juice” and it is currently not approved by the FDA as a smoking cessation device. The supplies for the electronic smoking devices do not have to be placed behind the retail counters and are typically placed near the candy supply.
- Strategies to discourage utilization of electronic smoking devices:
  - Join the Substance Abuse Prevention coalition
  - Share the Tobacco is Changing campaign  
<https://www.dhs.wisconsin.gov/tobaccoischanging/index.htm>
  - Write letters to the editor
  - Involve youth
  - Educate community organizations & policy makers

### **Health Officer Report**

- Communicable Disease Report: Mary shared the 1<sup>st</sup> Quarter Communicable Disease report which included Chlamydia, Influenza Hospitalizations and Gonorrhea as top most reported diseases. There was discussion that social dating applications available for downloading to mobile devices may be contributing the rise in sexually transmitted diseases.
- County Health Rankings: Mary shared the County Health Rankings report which ranks each county in the nation and illustrates how where we live affects how well and how long we live. Manitowoc County ranked 43<sup>rd</sup> overall for Health Outcomes and this was an improvement from 49<sup>th</sup> last year, however our data from the 30 different measures is similar to last year.

- Discussion and Approval to accept the State Health Assessment Community Dialogue grant: WI Department of Health Services (DHS) is offering a \$5,000 grant to local health departments to help collect feedback from communities around the state about quality of life and what is important to the community. This information will be helpful to both local agencies and WI DHS. Dave Nickels made a motion to apply for and accept the grant funding if awarded to the health department. The motion was seconded by Shirley Fessler. Motion carried.

#### **WIC Director Report**

The final caseload for February was 1,006 participants and 573 families. The initial caseload for March is 999 participants and 569 families. The contracted caseload is 1,106. The health department received the initial WIC budget allocation from the state. We received an increase in funding as the state changed the formula to calculate our allocation, however we will need to maintain 96.5% of our current caseload of 1,106 in order to maintain that funding level. There is also money designated for outreach and suggestions were made to target qualifying populations.

#### **Next Meeting Date and Adjournment**

The next meeting date for the Board of Health is scheduled for June 13, 2019 at 5:00 pm. A motion to adjourn was made by Dave Nickels and Shirley Fessler. Motion carried. Meeting adjourned at 6:05 PM.

Respectfully Submitted,

Shirley Fessler  
Secretary (Minutes compiled by Mary Halada)



## MANITOWOC COUNTY BOARD OF HEALTH

DATE: June 13, 2019  
TIME: 5:00 p.m.  
PLACE: Public Health Building  
Room 207  
1028 S. 9<sup>th</sup> Street  
Manitowoc, Wisconsin

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Health Officer Report
  - a. Staff Update
  - b. Communicable Disease Report - April to May 2019
  - c. Approve 2019 Additional Fee Schedule
  - d. Proposed DHS Administrative Rule 140
3. Environmental Manage Report
  - a. Program update
4. WIC Director Report
  - a. Caseload for April and May 2019
5. Next Meeting Date
  - a. July 11, 2019
6. Adjournment

Date: June 4, 2019

[By: Mary Halada, Health Officer]

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## **Board of Health Minutes**

### **June 13, 2019**

Attendance: Rita Metzger, Dr. Todd Nelson, Kayla Drumm, Shannon Wanek, Randy Vogel and Dave Nickels Excused: Shirley Fessler Absent: Nicholas Muench and Dr. Brian Konowalchuk. Also attending: Mary Halada and Jessi Wanserski

#### **Regular Business:**

The meeting was called to order by Supervisor Metzger at 5:03 p.m. The minutes of the April 11, 2019 Board of Health meeting were reviewed. A motion was made by Randy Vogel and seconded by Shannon Wanek to approve the minutes. Motion carried. There was no public comment.

#### **Health Officer Report**

- Staff Update: Several Public Health Nurses (PHN) have been or are currently on leave of absences and the health department has hired a temporary PHN to help with communicable disease control.
- Communicable Disease Report: Mary shared the April and May Communicable Disease report which included Chlamydia, Influenza Hospitalizations and Gonorrhea as top 3 most reported diseases.
- Approval of the 2019 Additional Fee Schedule: The 2019 Additional Fee Schedule recommended to the board of health did not have any fee increases from 2018. The T-SPOT<sup>®</sup> which is a blood test to test for a Tuberculosis antigen was the one item that was added to the fee schedule. There was discussion about adding Chlamydia and Gonorrhea to the fee schedule. At this time, the health department does not provide these testing services. Motion made by Dave Nickels and seconded by Randy Vogel to approve as presented. Motion carried.
- Proposed DHS Administrative Rule 140: The proposed Administrative Rule 140 is close to publication and will take effect the 1<sup>st</sup> of the month following publication. This rule outlines all of the required services by local health departments. The old rule was repealed and a new rule was created. Many changes will need to be implemented over the next 4.5 years as the next 140 review conducted by the state is in December of 2023.

#### **Environmental Manager Report**

- Jessi explained that the Department of Ag expects that all retail food establishments need to have at least one Certified Food Manager on staff at the facility location. There was an Interpretive Memo sent to all agents of the state in February of 2019 to clarify this requirement and the need for enforcement.
- Jessi stated that the Beach Testing for this summer started. UW Oshkosh received the funding to implement the program and frequency of testing each beach is determined by the state. There is a website that is available to the public which has real time beach testing results.
- Mary mentioned that there are proposed changes to DHS Administrative Rule 163 which is the rule that specifies the certification requirements for lead risk assessors.

#### **WIC Director Report**

The final caseload for April was 996 participants and 568 families. The initial caseload for May is 964 participants and 558 families. The contracted caseload is 1,106. The Farmer's Market started June 1<sup>st</sup> so eligible families will receive \$35 in vouchers to use at a certified market.

#### **Next Meeting Date and Adjournment**

The next meeting date for the Board of Health is scheduled for July 11, 2019 at 5:00 p.m. A motion to adjourn was made by Todd Nelson and Shannon Wanek. Motion carried. Meeting adjourned at 5:50 p.m.

Respectfully Submitted,  
Mary Halada, Acting Secretary



## MANITOWOC COUNTY BOARD OF HEALTH

DATE: August 8, 2019  
TIME: 5:00 p.m.  
PLACE: Public Health Building  
Room 207  
1028 S. 9<sup>th</sup> Street  
Manitowoc, Wisconsin

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Health Officer Report
  - a. Communicable Disease Report - June to July 2019
3. Environmental Manager Report
4. Health Educator Report
  - a. Healthiest Manitowoc County Update
5. WIC Director Report
  - a. Caseload for June and July 2019
6. Next Meeting Date
  - a. September 12, 2019
7. Adjournment

Date: July 30, 2019

[By: Mary Halada, Health Officer]

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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**Board of Health Minutes**  
**August 8, 2019**

Attendance: Randy Vogel, Dr. Todd Nelson, Kayla Drumm, Shannon Wanek, Shirley Fessler, Dave Nickels, Nicholas Muench and Dr. Brian Konowalchuk Excused: Rita Metzger. Also attending: Mary Halada and Lexi Otis

**Regular Business:**

The meeting was called to order by Supervisor Randy Vogel at 5:00 p.m. The minutes of the June 13, 2019 Board of Health meeting were reviewed. A motion was made by Shirley Fessler and seconded by Shannon Wanek to approve the minutes. Motion carried. There was no public comment.

**Health Officer Report**

- Communicable Disease Report: Mary shared the June and July Communicable Disease report which included Chlamydia, Hepatitis C and Gonorrhea as top 3 most reported diseases.

**Environmental Manager Report**

- None

**Health Educator Report – Healthiest Manitowoc County Coalitions**

- Investing Early Coalition - goal is to get children ready for Kindergarten. There are 6 workgroups including Early Literacy which promotes the Reach Out and Read program; Welcome Baby raises awareness of new mother resources; Parent Cafes promote the protective factors; Breastfeeding awareness and promotion; and Early Screening provides developmental screenings for children; and Promotion of the 5 early literacy practices.
- Youth Engagement – goal is to increase the number of students graduating high school. Working on supporting Kids at Hope.
- Physical Activity and Nutrition – goal is to increase physical activity. Coalition is working with YMCA to promote 25 miles of run/walking; 25 good deeds and 25 fruits and vegetables over the summer. Donated prizes for participants. Working on coordinating a walking school bus this Fall.
- Worksite Wellness – goal is to increase the number of businesses to offer a worksite wellness program. Workshop this September for businesses to attend and learn how to get a wellness program started.
- Access to Health Services – goal is to increase Health Literacy and provide education on how to navigate the health care system. “It’s OK To Ask” campaign will be utilized as well.
- Substance Abuse and Mental Health - goal is to increase access to services for mental health and substance abuse. Work is focused on Zero Suicide movement and increasing services for AODA treatment.

**WIC Director Report**

The final caseload for June was 972 participants and 561 families. The initial caseload for July is 1,000 participants and 580 families. The contracted caseload is 1,106.

**Next Meeting Date and Adjournment**

The next meeting date for the Board of Health is scheduled for September 12, 2019 at 5:00 pm. A motion to adjourn was made by Shannon Wanek and seconded by Brian Konowalchuk. Motion carried. Meeting adjourned at 5:30 PM.

Respectfully Submitted,  
Mary Halada, Acting Secretary



## MANITOWOC COUNTY BOARD OF HEALTH

DATE: September 12, 2019  
TIME: 5:00 p.m.  
PLACE: Public Health Building  
Room 207  
1028 S. 9<sup>th</sup> Street  
Manitowoc, Wisconsin

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

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2. Health Officer Report
  - a. Communicable Disease Report - August 2019
  - b. Staff Update
  - c. 2020 Health Department Budget Proposal
  
3. Environmental Manager Report
  
4. WIC Director Report
  - a. Caseload for July and August 2019
  
5. Next Meeting Date
  - a. October 10, 2019
  
6. Adjournment

Date: September 3, 2019

[By: Mary Halada, Health Officer]

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**Board of Health Minutes  
September 12, 2019**

Attendance: Rita Metzger, Dr. Todd Nelson, Shannon Wanek, Shirley Fessler, Dave Nickels, and Nicholas Muench  
Absent: Dr. Brian Konowalchuk  
Excused: Randy Vogel and Kayla Drumm.  
Also attending: Mary Halada and Paulette Mach

**Regular Business:**

The meeting was called to order by Supervisor Rita Metzger at 5:00 p.m. The minutes of the August 8, 2019 Board of Health meeting were reviewed. A motion was made by Dr. Nelson and seconded by Shirley Fessler to approve the minutes. Motion carried. There was no public comment.

**Health Officer Report**

- Communicable Disease Report: Mary shared the August Communicable Disease report which included Chlamydia, Lyme's Disease as top 3 most reported diseases. As the diseases are reported and investigated, some of the disease reported are not actual confirmed cases.
- Staff Update: A Public Health Nurse (PHN) retired as of September 4<sup>th</sup>; the position was posted and a new PHN has been hired. A PHN will be resigning from her position and will not be replaced this year.
- Budget Update: A nurse manager will be in the 2020 budget as the PHN job will not be replaced. An electronic medical record system is an outlay budget item for 2020 as the current state supported electronic system will be terminated at an undetermined date.

**Environmental Manager Report**

- None

**WIC Director Report**

Paulette reported that the final caseload for July was 1,004 participants and 583 families. The initial caseload for August is 1,009 participants and 589 families. The contracted caseload is 1,106. The Farmer's Market has been going well; each family receives \$25.00 to redeem at approved markets. Paulette is in the process of completing the vendor trainings and renewing their contracts as this needs to be done every 3 years. The 3 year average for WIC check redemption for all grocery stores in Manitowoc County is \$720,000 per year.

**Next Meeting Date and Adjournment**

The next meeting date for the Board of Health is scheduled for October 10, 2019 at 5:00 pm. A motion to adjourn was made by Nicholas Muench and seconded by Shannon Wanek. Motion carried. Meeting adjourned at 5:15 PM.

Respectfully Submitted,  
Mary Halada, Acting Secretary



## MANITOWOC COUNTY BOARD OF HEALTH

DATE: November 14, 2019  
TIME: 5:00 p.m.  
PLACE: Public Health Building  
Room 207  
1028 S. 9<sup>th</sup> Street  
Manitowoc, Wisconsin

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1. REGULAR BUSINESS. (ROLLCALL, PREVIOUS MINUTES, ADDITIONS TO AGENDA, PUBLIC COMMENT, ETC.) SPECIFIC SUBJECT MATTERS UPON WHICH DISCUSSION OR ACTION IS ANTICIPATED.
2. Power In Prevention - Annie Short, NEWAHEC Director
3. Health Officer Report
  - a. Burden of Binge Drinking Report
  - b. Communicable Disease Report - September and October 2019
  - c. Discussion and Possible Approval of the 2020 Additional Fee Schedule
4. Environmental Manager Report
5. Resolutions
  - a. Resolution Approving 2019 Health Department Budget Adjustment
  - b. Resolution Adopting Health Department Fee Schedule 2020-2021
6. WIC Director Report
  - a. Caseload for August, September and October 2019
7. Next Meeting Date
  - a. December 12, 2019
8. Adjournment

Date: November 4, 2019

[By: Mary Halada, Health Officer]

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**Board of Health Minutes  
November 14, 2019**

Attendance: Rita Metzger, Dr. Todd Nelson, Shannon Wanek, Shirley Fessler, Dave Nickels, and Nicholas Muench, Dr. Brian Konowalchuk, Randy Vogel and Kayla Drumm. Also attending: Mary Halada and Annie Short

**Regular Business:**

The meeting was called to order by Supervisor Rita Metzger at 5:00 p.m. The minutes of the September 12, 2019 Board of Health meeting were reviewed. A motion was made by Randy Vogel and seconded by Shirley Fessler to approve the minutes. Motion carried. There was no public comment.

**Power in Prevention – Annie Short, NEWAHEC Director**

- Annie outlined all of the Youth Substance Abuse Prevention efforts that have been implemented over the last 10 years through the Drug Free Communities Grant. The efforts focused on 7 different strategies: 1) Provide information 2) Build Skills 3) Provide Support 4) Reduce Barriers/Enhance Access 5) Change Consequences 6) Change Physical Design and 7) Modify Policies.
- According to the Youth Risk Behavior survey, there are less high school students who drank alcohol in the last 30 days, less binge drinking, less smoking (although vaping has increased), and less prescription drug abuse.
- Annie explained that the grant funding is ending and that the community lead coalition will continue using the same strategies and monitor outcomes as they move forward.

**Health Officer Report**

- Burden of Binge Drinking Report: According to the report, the percentage of binge drinking in Manitowoc County is higher than the state and national rates. The estimated annual economic cost of binge drinking in our county is \$62.2 million. This cost includes healthcare, criminal justice, lost work productivity and other miscellaneous costs.
- Communicable Disease Report: Mary shared the September and October Communicable Disease reports which included Chlamydia, Hepatitis C, Gonorrhea and Lyme’s Disease as the most commonly reported diseases. As the diseases are reported and investigated, some of the disease reported are not actual confirmed cases.
- Additional Fee Schedule: Mary presented the Additional Fee Schedule and explained one additional TB Risk Assessment fee. Nicholas Muench made a motion to accept the fee schedule as presented, Shirley Fessler seconded. Motion carried.

**Environmental Manager Report**

- None

**Resolutions**

- Resolution Approving 2019 Health Department Budget Adjustment: Mary explained the grant funding changes occurred after the budget was approved and some of the actual grant amounts received is different from the amounts budgeted. The resolution incorporated the changes needed to balance the revenue and expenses. Nicholas Muench made a motion approve, Todd Nelson seconded. Motion carried.
- Resolution adopting the Health Department Fee Schedule 2020-2021: Mary recommended to keep the same fees as we currently charge licensed establishments. Randy Vogel made a motion to approve, Todd Nelson seconded. Motion carried.

**WIC Director Report**

The final caseload for August is 1,016 participants and 595 families. The final caseload for September was 996 participants, 584 families. The initial caseload for October was 966 participants, 566 families. The contracted caseload is 1,106.

**Next Meeting Date and Adjournment**

The next meeting date for the Board of Health is scheduled for December 12, 2019 at 5:00 pm. A motion to adjourn was made by Shirley Fessler and seconded by Nicholas Muench. Motion carried. Meeting adjourned at 5:50 PM.

Respectfully Submitted,  
Mary Halada, Acting Secretary